

Columbia County
Board of County Commissioners

Minutes of
February 4, 2021

The Columbia County Board of County Commissioners met in a regular meeting at the auditorium of the School Board Administrative Complex at 5:30 p.m. The meeting opened with prayer and the Pledge of Allegiance to the Flag of the United States of America.

Commissioners in Attendance: Chairman Rocky Ford, Ronald Williams, Robert Hollingsworth, Toby Witt and Timothy Murphy

Others in Attendance: County Manager David Kraus ("CM")
Assistant County Manager Kevin Kirby ("ACM")
County Attorney Joel Foreman
Clerk of Court James M. Swisher, Jr.
Deputy Clerk Katrina Vercher

Agenda Additions/Deletions

Additions:

COVID-19 Vaccine Update
TDC Loan Application

Deletions:

None

MOTION by Commissioner Murphy to approve the agenda as amended.
SECOND by Commissioner Hollingsworth. The motion carried unanimously.

COVID-19 Vaccine Update

Dr. Thomas P. Moffses, Jr. gave the Board an update on the COVID-19 vaccine distribution.

Board members commended on the great job Dr. Moffses and his staff have done.

Tourist Development Council ("TDC") Small Business Administration ("SBA") Loan

The TDC would like to apply for a forgivable Paycheck Protection Program ("PPP") loan from the SBA. Two institutions, Drummond Community Bank and First Federal Bank have offered to help secure this loan; however, there is no differentiator to select one bank over the other. The loan is a federal program therefore each bank has the same parameters and rates for the loan.

The Board decided to use the local preference opinion in selecting Frist Federal Bank.

MOTION by Commissioner Williams to go with First Federal due to local preference. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

Presentation Not Requiring Board Action

Capital Projects

ACM Kirby gave the Board an update on the current Capital Projects.

Bell Road Corridor Project

There was a short video showing the progress of the project.

Jail Project

ACM Kirby gave the Board an update on the progress at the jail site.

Government Services Group ("GSG")

GSG gave a presentation of the alternative approaches for the County to provide utility services. (Presentation attached to the original minutes)

A workshop was set for February 18, 2021 at 3:00 p.m. to discuss these options.

Consent Agenda:

The Clerk asked for an amendment to item #6.

MOTION by Commissioner Williams to approve the consent agenda with the amendment to item #6. SECOND by Commissioner Witt. The motion carried unanimously.

- (1) BCC Administration - CDBG Voluntary Home Buyout Subrecipient Agreement - Amendment One
- (2) BCC Administration - Marcotek/Xerox Copier Lease - Changing Lease to McCrimmon's/Sharp
- (3) BCC Administration - Minutes - Regular Meeting - December 17, 2020
- (4) BCC Administration - Minutes - Special Meeting - January 07, 2021

- (5) BCC Administration - Minutes - Regular Meeting - January 07, 2021
- (6) BCC Administration - Minutes - Regular Meeting - January 21, 2021
- (7) BCC Administration - Setting Holiday Dates for Christmas 2021 - December 24 & 27, 2021
- (8) BCC Administration - Utility Transfer of Franchise, Facilities or Control - Florida Utility Services 1
- (9) BCC Administration - Water Leak Adjustment - 637 SE Rolling Hills Drive - \$66
- (10) Building and Zoning - Special Family Lot Permit Application - SFLP 2103 – Gussie Maclaren Deeding Two Acres to her Grandson, Dustin Nickodam
- (11) Building and Zoning - Special Family Lot Permit Application - SFLP 2104 - Joel Becker Deeding One Acre to his Grandmother, Jane Becker
- (12) Finance - Bills and Vouchers - January 6, 2021 - \$1,662,818
- (13) Finance - Bills and Vouchers - January 6, 2021- \$38,344
- (14) Finance - Bills and Vouchers - January 11, 2021 - \$214,106
- (15) Finance - Bills and Vouchers - January 21, 2021 - \$3,274,741
- (16) Fire Department - BA 21-20 - Florida EMS County Grant - \$9,775
- (17) Parks and Landscaping - BA 21-22 - Repairs To Rum Island Park - \$7,800
- (18) Public Works - Utility Permit - Area Wide Protective - NW Suwannee Valley Road
- (19) Public Works - Utility Permit - MCI Communications - NW Bascom Norris & NW Fowler Ave
- (20) Public Works - Utility Permit - MCI Communications - NW Waldo Road
- (21) Tourist Development - BA 21-21 - Florida Sports Foundation Grant and 2020 USSSA Baseball Super NIT Event - \$1,500

MOTION by Commissioner Witt to adopt the consent agenda.
SECOND by Commissioner Hollingsworth. The motion carried unanimously.

Discussion and Action Items:

County Manager Position

County Attorney Foreman presented the negotiated County Manager contract with Interim County Manager Kraus for Board approval.

Chairman Ford read a letter of support from Pastor Ray Keen.

Citizen Stewart Lilker opposed parts of the contract.

Discussion ensued.

MOTION by Commissioner Williams to appoint ICM Kraus as the County's permanent County Manager and to incorporate the reline changes to the contract and approve the attached Employment Agreement for signature by the Chair. SECOND by Commissioner Hollingsworth. The motion carried by a vote of 4 to 1 with Commissioner Murphy voting in opposition.

2021 Redistricting Per County Charter

Pursuant to the County Charter, Section 2.2 requires the Board of County Commissioners provide for a redistricting process every Decennial Census. The Decennial Census was conducted in 2020. This Board must appoint a committee of not less than 11 and not more than 15 citizen members. The Committee must also have an odd number of members.

Staff requested the Board determine the number of citizens and provide staff further direction to make preparations for the organization of the committee.

Discussion ensued.

MOTION by Commissioner Murphy to set the number at 15 members. SECOND by Commissioner Witt.

Citizen Sylvester Warren offered comment.

The Chair called for the vote. The motion carried unanimously.

Citizen Review Board

Citizen Sylvester Warren requested this Board's help to convince the Sheriff to set up a citizen review board. He feels this will help the community and build a better relationship with law enforcement.

Citizen Linard Johnson offered support.

Discussion ensued.

Commissioner Murphy's Request to Reconsider Pay Adjustments Relating to Information Technology ("IT") Support for Property Appraiser

On January 21, 2021, the Board adopted changes to the pay and classification policies that included an elimination of stipends and supplemental pay.

According to ICM Kraus, the agenda package stated that "The policy revisions were implemented in a way as to not impact current employees receiving these pay supplements" and the revision "do not address the request for additional PAY FOR ASSISTING THE Property Appraiser" Additionally, it stated that the additional pay would require County Commission approval.

The motion recorded by the Clerk at the January 21, 2021 meeting was as follows:

MOTION by Commissioner Hollingsworth to approve the following:

- 1. Modification of Overtime policy*
- 2. Modification of Holiday Pay policy*
- 3. Modification of Pay Grades with the elimination of stipends and supplemental pay*
- 4. Elimination of references to compensatory pay*
- 5. No impact to employees current pay and/or adjustment of pay related to IT/Property Appraiser.*

And to strike the first sentence of the mandatory pay section.

SECOND by Commissioner Williams. The motion carried unanimously.

Discussion ensued regarding the forgoing.

MOTION by Commissioner Murphy to rescind pay adjustment for IT services to the Property Appraiser. Motion died for lack of a second.

Project No. 20-11- SW Huntington Glen

Staff recommended awarding the project to the low bidder John C. Hipp Construction Equipment Company in the amount of \$146,133.

MOTION by Commissioner Hollingsworth to award bid and contract to John C. Hipp Construction Equipment Company Project No. 2020-11 in the amount of \$146,133
SECOND by Commissioner Witt. The motion carried unanimously.

Bid 20-CC – O'Leno to Ichetucknee Trail Maintenance

On January 7, 2021, the Board approved contracting with the low bidder Terragreen, LLC. Staff presented the contract for approval.

MOTION by Commissioner Ford to approve the contract. SECOND by Commissioner Williams. The motion carried unanimously.

Bid 20-AA – Traffic Stripe Painting

Staff recommended awarding the bid to the low bidder, Jenkins Painting, Inc. in the amount of \$304,547.

MOTION by Commissioner Williams to award Jenkins Painting, Inc. Bid No. 2020-AA in the amount of \$304,547. SECOND by Commissioner Murphy. The motion carried unanimously.

Lobbying Services

- 1) The County engaged the services of Sniffen & Spellman, P.A. to represent the County at the Legislature in Tallahassee at a cost of \$27,000. The firm has requested approval of the Letter of Engagement for their services.

MOTION by Commissioner Witt to approve Fiscal Year 20- 21 Letter of Engagement with Sniffen & Spellman, P.A. in the amount of \$27,000. SECOND by Commissioner Murphy. The motion carried unanimously

Citizen Stewart Lilker offered comment on both items.

- 2) The County engaged the services of Metz, Husband & Daughton, P.A. to represent the County at the Legislature in Tallahassee at a cost of \$80,400. The firm has requested approval of the Letter of Engagement for their services.

MOTION by Commissioner Williams to approve Fiscal Year 20-21 Letter of Engagement with Metz, Husband & Daughton, P.A. in the amount of \$80,400. SECOND by Commissioner Witt. The motion carried unanimously.

Ellisville Utility System – Late Fees

The current late fee is \$10. This can be up to 40% of the total bill. Staff recommended a 3% late charge with a minimum of \$2 and a maximum of \$10.

MOTION by Commissioner Witt to approve the late fee of 3% with a minimum of \$2 and a maximum of \$10. SECOND by Commissioner Williams. The motion carried unanimously.

BA 21-22 – Radio Management Software

Staff recommended approval of Radio Management software with Motorola Solutions. The software provides the ability to manage, update and reprogram all system radios remotely, reducing the cost and time associated with radio maintenance.

MOTION by Commissioner Williams to take staff recommendation. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

CARES Act Update

CM Kraus gave an update on the CARES Act funding expenditures. (The presentation is attached to the original minutes)

Discussion ensued on what to do with the uncommitted balance of \$2,752,461, the consensus was to use it on the new jail but to wait until the pandemic is over to decide.

MOTION by Commissioner Hollingsworth to place the uncommitted balance in reserves. SECOND by Commissioner Williams. The motion carried unanimously.

Open Public Comments and/or Questions:

Members of the public addressed the Board with their comments and/or questions regarding the following items:

There were no public comments.

Staff Comments:

CM Kraus thanked the Board for their confidence in him.

Commissioner Comments:

Commissioner Ford stated that he had a request to have one meeting per month in the morning.

Discussion ensued.

Adjournment

There being no further business, the meeting adjourned at 8:40 p.m.

ATTEST:

Rocky Ford, Chairman
Board of County Commissioners

James M. Swisher, Jr.
Clerk of Circuit Court

